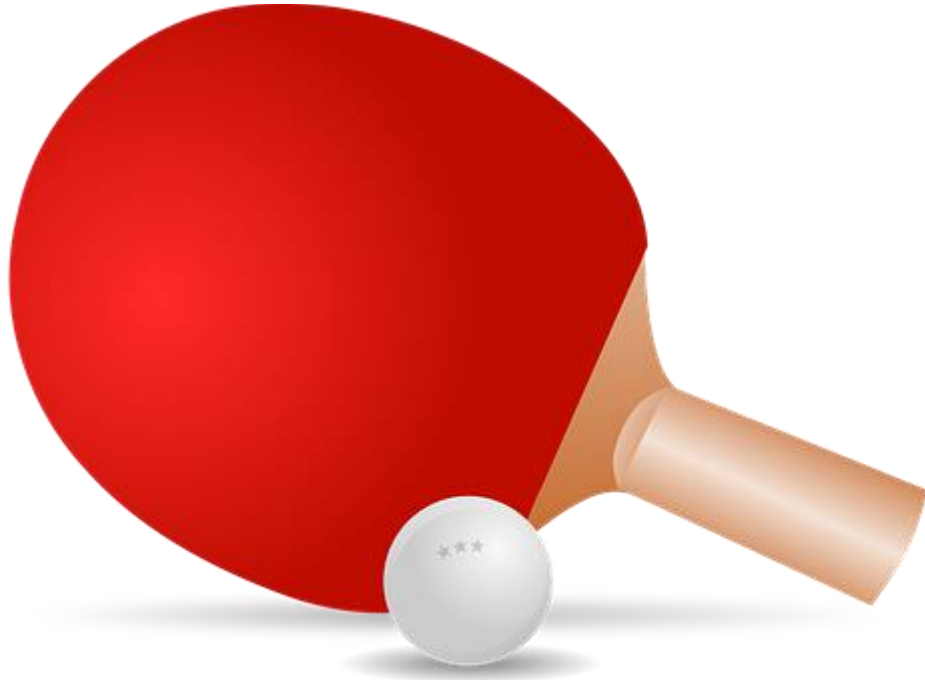


SWANSEA & DISTRICT TABLE TENNIS LEAGUE



Affiliated to: Table Tennis Association of Wales

OFFICIAL HANDBOOK
SEASON 2021/2022

CONSTITUTION AND RULES 2021/2022

1. NAME

The League shall be called the “Swansea and District Table Tennis League”, hereinafter referred to as “The League”. All references here within to the word “he” shall be construed as “he or she” and all references to the word “man” shall be construed as “man or woman/female”.

2. OBJECT

The object of The League shall be to promote and further the game of Table Tennis.

3. AFFILIATION

The League shall be affiliated to the Table Tennis Association of Wales and the Glamorgan Table Tennis Association.

4. MANAGEMENT

a) Management Committee

The affairs of The League shall be controlled by a Management Committee, hereinafter called “The Committee” elected at the Annual General Meeting and consisting of Chairman, Vice-Chairman, Treasurer, General Secretary plus two sub-committees as follows:-

(i) Fixtures and Memorial Cup Sub-Committee

This Committee shall consist of a Chairman and Four members who shall be responsible for the organisation of The League and Team of Three Competition. Each member of the Fixture and Team of Three Committee will act as the Results Secretaries for a specified number of divisions as indicated in the League Handbook.

(ii) Tournament Sub-Committee

This Committee shall consist of the Hon. Tournament Secretary who shall act as Chairman and five elected members. It shall be responsible for all tournaments run by The League.

b) The Quorum

A quorum of the Committee shall be one third of the members with voting powers.

c) Co-option

The committee shall have powers to co-opt additional members, with or without voting powers.

d) Committee Motions

Every motion at a meeting of The Committee shall be decided by a majority vote, and in the case of an equality of votes, the Chairman of the Meeting shall have a second or casting vote.

e) Attendance

The Officers of the Committee with voting powers shall have the right to attend all meetings of The League with powers to vote.

f) The Chairman of the League shall, as the need arises, appoint a Chairman to the following two Committees that shall sit only when required. The Chairman for each of these Committees shall determine the number of persons to sit on that Committee (which shall always be an odd number) and arrange for the Committee to sit.

(a)

(a) Disciplinary Committee

This committee shall preside over any disciplinary matters relating to breaches of League rules.

(b) Appeals Committee

This committee shall consider any appeals relating to Disciplinary Committee decisions.

g) Other matters

The Committee shall decide any question not covered by the constitution and rules of The League.

5. PRESIDENT AND HONORARY VICE-PRESIDENTS

- a) The League shall have a President and Hon. Vice Presidents who shall only be elected by the Annual General Meeting.
- b) The President shall hold office for one year and may be eligible for re-election.
- c) Hon. Vice Presidents shall be elected for special or long service in connection with Swansea Table Tennis, and once elected remain so without further election.
- d) The President and Hon. Vice Presidents may attend all meetings of The League, but without voting powers
- e) Candidates may only be nominated by the Management Committee

6. ANNUAL AND EXTRA-ORDINARY GENERAL MEETINGS

- a) The Notice convening the Annual General Meeting, which shall be held in June each year, shall be forwarded together with a copy of the Agenda and Minutes of the last Annual General Meeting, to all clubs at least TWENTY ONE days before the date of the Meeting
- b) Each Team shall be represented at all Annual and Extraordinary General Meetings and shall be entitled to one vote for each team present at the meeting. A fine of £10.00 shall be levied on each Team for non-attendance, but written apologies will be accepted.
- c) On receipt of a requisition by one fifth of the number of teams in the League, the General Secretary shall call an Extraordinary General Meeting, of which at least seven days notice shall be given. At the Extraordinary and Annual General Meetings, any resolution must have a majority vote. In the case of an equality of votes, the Chairman of the meeting shall have a second or casting vote.
- d) Each team must be represented at the Secretaries' Meetings, a £10.00 fine shall be levied for non-attendance.

7. FINANCE

The financial year shall end on the 30th April each year. All monies appertaining to the League shall be banked in the name of the League. The signatures of the Treasurer, and the General Secretary or Chairman shall be necessary before a withdrawal is affected.

8. APPLICATION FOR MEMBERSHIP

Applications from clubs for membership of the League shall be considered only upon satisfactory completion of the Official Form in force at the time. The Committee shall have the power to reject the application of any club. All applications should be sent to the Chairman of the Fixture Sub-Committee.

9. GUARANTEE FUND

Each club shall deposit with the League the sum of TEN POUNDS per team. This deposit shall be held as a guarantee of fulfilment of all fixtures and adherences to League Rules. A walk-over shall not constitute fulfilment of a fixture.

10. SUBSCRIPTIONS

The Annual Subscription for each team shall be £11 payable before the commencement of the season (this includes a score-book and handbooks for each registered player).

11. PLAYER SUBSCRIPTIONS

- a) A Registration Fee for each player will be required to cover the affiliation to the League and the TTAW and the Glamorgan TTA.
- b) Players' registration must be received by the Fixture Committee Chairman at least THREE

clear days before the player's first match with their club. The date of the postmark shall be considered the date of registration. Registrations will not be accepted unless accompanied by the appropriate registration fee. No player shall be registered for more than one club.

c) Registered players wishing to be transferred to another club must obtain a Transfer Form from the Fixture Committee Chairman. This must be completed, and returned to the Fixture Committee Chairman with a fee of £1. No transfer of players will be authorised except on written application to and written authority from the Fixture Sub-Committee.

d) Players registered with clubs withdrawing from the League may re-register with another club in the League without a further registration fee.

e) Registration of new players or transfer of registered players after 31st December may be granted only after consideration by the Fixture Sub-Committee.

f) Where clubs have more than one team in the League, each team shall nominate a minimum of three players who shall be ineligible to play for a team in the same or lower divisions. Where these teams are in different divisions, the better players must be registered in the higher division(s). A player may play up to FIVE times for teams in higher divisions, but a SIXTH game for any one team makes him ineligible for his registered division, and he is then automatically registered for the next higher division for which he qualified under this rule.

[N.B] A player may play five times for each team if his club has more than one team in a higher division to a maximum of ten matches. On the eleventh match the player will be re-registered to the higher division team for whom he has played the most matches.

12. MATCH PROCEDURE

a) All matches shall be played under the Table Tennis Association of Wales or its successors regulations, and the current laws of International Table Tennis.

b) The HOME team shall provide a ball of first grade (T.T.A.W. approved, e.g. XXX, 3 Star, 3 Crowns) and reasonable playing conditions.

c) Before the commencement of the Season, each Team must nominate its Home Match Night.

d) Matches may only be permitted to be postponed under exceptional circumstances. No match may be postponed without the authorisation of the Divisional Fixture Representative or, in their absence any member of the Fixture Committee, having specifically consented to the arrangements. A new date for a postponed match must also have been agreed between the effected teams which must be within 28 days of the original date of the match, this date being notified to the Divisional Representative at the time a request is made. No team will be permitted to postpone more than two matches at any one time. Failure to adhere to the above procedure will result in the team proposing the postponement being fined 10 points per match cancelled which will be taken from their seasons total points tally.

e) All results and notification of postponements must be notified by telephone to the Divisional Fixture Secretary within two days of the match date. Failure to do so will result in a fine of £1.00.

f) Any team found guilty by the Management Committee of failing to fulfil a fixture shall be liable to a fine for each unfulfilled fixture and also be liable to have their application for membership refused for the following year.

g) Matches shall commence not later than 7.00 p.m. If a player has not put in an appearance when his name is called the opposing captain can, if he desires, claim the event.

h) Home teams shall be responsible for posting both the Score Sheets.

i) All results must be submitted on sheets from official Swansea League Score Books.

j) Score sheets must be received by the Divisional Fixture Representative within 7 days of the match being played. Failure to do so will result in a fine.

k) League Teams for the singles events shall consist of THREE players. Each League match to be of ten ties, the THREE players will play each of the THREE opposing players the best of FIVE

games of ELEVEN points and ONE tie which shall be doubles, the best of FIVE games of ELEVEN points. A game shall be won by the player or pair first scoring ELEVEN points unless both players or pairs score TEN points, when the game shall be won by the first player or pair subsequently gaining a lead of TWO points. After each TWO points have been scored the receiving player or pair shall become the serving player or pair and so on until the end of the game, unless both players or pairs score TEN points or the expedite system is in operation, when the sequence of serving and receiving shall be the same but each player shall serve for only ONE point in turn. The player or pair serving first in a game shall receive first in the next game of the match, and in the last possible game of a doubles match the pair due to receive next shall change their order of receiving when first one pair scores FIVE points. Additional players may be included for the doubles if desired.

l) The visiting teams shall have first choice of order of play, and thereafter, the choice be alternate. League points shall be awarded as follows:

- A team shall be awarded one point for each GAME won
- The team winning the greater number of points shall be declared the winner.

m) There shall be no smoking by players or spectators in the vicinity of matches.

13. PROMOTION AND RELEGATION

a) At the end of the Season, the TWO top teams of each Division (other than the Premier Division) shall be promoted and additional promotions may be carried out to bring the Divisions up to strength. Relegation of teams will be at the discretion of the Committee.

b) That in the event of a tie for either promotion or relegation at the end of the season, games difference will be considered, but should these be equal, matches won will be considered; should these be equal, a play off will then take place. No double event will be included in a play off.

14. TROPHIES

A Challenge Cup will be awarded to the winners of each Division, each Season. The cups can never become the property of any Club and cannot be won outright. These must be returned to the League when requested. Trophies will also be presented to members of the winning teams and runners-up in each of the Divisions.

15. PENALTIES

a) Should a team retire from the League during the season NO Guarantee Fee will be returned. Matches played by them will be declared void.

b) Any team playing an ineligible player or sending in the name of a player who did not take part in a match shall be reported to the Committee.

c) Clubs or registered players found guilty of misconduct or infringement of these Rules and Regulations render themselves liable to be fined, suspended, expelled and/or otherwise penalised as the Committee may decide.

d) All fines must be remitted to the Hon. Secretary within SEVEN days of notification.

16. KNOCK-OUT COMPETITIONS

a) The Memorial Cup Team Of Three Trophy.

(i) Each League team is automatically entered, but exclusion from the competition will be allowed by written application only by the 30th September to the Chairman of the Fixture Sub-Committee.

- (ii) Players must play for the team for which they normally play (spare players from teams cannot play for teams registered in a lower division)
- (iii) No players may play for more than one team.
- (iv) Additional teams may be entered.
- (v) Additional teams must nominate players and HOME match night.
- (vi) Each round of the competition shall be drawn and then handicapped and by use of a sliding scale, calculate the number of points that the weaker would score, according to his handicap while the stronger player scored twenty one.
- (vii) The Management Committee have the power to amend handicaps if they consider it necessary.
- (viii) The handicap shall apply to each member of the team at the start of each game.
- (ix) Each team to consist of three players who shall play each of their opponents the best of three games.
- (x) Home teams shall send BOTH score sheets to the Fixture and Team of Three Chairman by the Monday following the weekend in which the match was played.
- (xi) No match may be postponed unless authority to do so has been granted by the Fixture and Team of Three Chairman.

17. PROTESTS

The Committee shall hear, discuss and decide all protests. Protests relating to any violation of the Laws of the Game, or Rules of the League shall be lodged by the protesting Club or player with the General Secretary within THREE days of the occasion in respect of which the protest arises, accompanied by a deposit of £1.00 which shall be forfeited if the protest is not upheld. The protest must include a detailed account of the alleged infringement. A copy of the protest shall simultaneously be sent to the secretary of the club concerned.

18. CORRESPONDENCE

All correspondence from League Officials requiring an answer must be replied to within seven days.

19. ALTERATION OF CONSTITUTION AND RULES

The constitution and rules of the League may be altered from time to time by any resolution from the Committee, Clubs, or Registered Members of which TWENTY EIGHT days notice has been given in writing before Annual or Extraordinary General Meetings. Any amendments to this proposed alteration may be accepted during the discussion in the Annual or Extraordinary General meetings, provided that they agree in principle with the aforesaid alteration. Acceptance of any alteration to the Constitution and rules shall be by a majority of voting members present at the Annual, and/or Extraordinary General Meeting, the Chairman of the Meeting having a second or casting vote, should an equal number of votes be recorded.

20. DISCIPLINARY AND APPEALS PROCEDURE

Should any act or omission of any member breach League regulations or in the opinion of the Management Committee be likely to bring the League or the sport into disrepute then the matter may be referred by the Management Committee (and the Management Committee only) to the Disciplinary Committee. The procedural aspects of the Disciplinary Committee shall be decided by its Chairman but shall follow all norms of fair-play and legality.

No member of the Management Committee shall be eligible to serve on the Disciplinary Committee or the Appeals Committee and no person shall serve on both Disciplinary Committee or Appeals Committee.

Should the Chairman of the Disciplinary Committee or Appeals Committee be unable to sit then the Chairman of the League or in his absence the Vice Chairman shall nominate another Chairman to sit.

No member of the Disciplinary Committee or Appeals Committee shall sit on any matter where he/she has an interest. In the event of this occurring or in the event of a member being for any reason unavailable the Chairman of the Disciplinary Committee or Appeals Committee as applicable shall co-opt a new member.

The Disciplinary Committee shall notify the member and, in the case of a person under 18 his/her parents, of the allegations in writing and shall allow the member at least 14 days to respond to the allegations before dealing with the matter. The member concerned shall be entitled to attend the meeting of the Disciplinary Committee which adjudicates upon the matter and make representations and be represented by any person of his or her choice. If the allegations are proven to the satisfaction of a majority of the Disciplinary Committee it shall have the power to impose any of the following penalties:

- Caution as to their future conduct.
- Fine up to a maximum of £50 for each offence.
- Suspension from membership for any given period.
- Permanent expulsion from membership.

In the event of suspension or expulsion the member shall not be permitted to play during such period in any matches under the auspices of the League or to represent the League in any matches.

The findings and decision as to any penalty shall be communicated in writing to the member and to the
League Management Committee.

The member shall have the right to appeal any decision/penalty provided written notification is given to the secretary of the League within 14 days of notification of the penalty. If such an appeal is made in due time then the Appeals Committee shall be convened by its Chairman who shall decide its procedural aspects and timings. The Appeals Committee shall accept representations from the member and permit the member to attend its hearing. The Appeals Committee shall have the power to vary the decision(s) and or penalties imposed by the Disciplinary Committee should it see fit including the power to increase penalties and its decisions shall be final.